

## **FISCAL AGENT/FISCAL CONDUIT AGENCY RELATIONSHIP CERTIFICATION *(REVISED)***

*This certification must be signed by each Fiscal Agent/Conduit agency at the beginning of each funding cycle and must be retained by the Local Board and Fiscal Agent/Fiscal Conduit. Each agency under the Fiscal Agent/Fiscal Conduit should also retain a copy for their records.*

As a recipient (through the fiscal agent/conduit noted below) of Emergency Food and Shelter National Board Program (EFSP) funds made available for Phase 29 and as the duly authorized representative of \_\_\_\_\_, I certify that my public or private agency: *(NAME OF AGENCY)*

**Please check  Has read, understands, and agrees to abide by the EFSP Phase 29 Responsibilities and Requirements Manual.**

- Is not debarred or suspended from receiving Federal funds,
- Will not and will ensure its employees, volunteers or other individuals associated with the program will not engage in any trafficking of persons during the period this award is in effect,
- Will not and will ensure its employees, volunteers or other individuals associated with the program will not use EFSP funds to support access to classified national security information,
- Has the capability to provide emergency food and/or shelter services,
- Will use funds to supplement and extend existing resources and not to substitute or reimburse ongoing programs and services,
- Is nonprofit or an agency of government,
- Will not use EFSP funds as a cost match for other Federal funds or programs,
- Has fiscal agent/fiscal conduit approved by the Local Board:

\_\_\_\_\_  
*(Name of Fiscal Agent/Fiscal Conduit),*

- Practices non-discrimination (agencies with a religious affiliation will not refuse service to an applicant based on religion, nor engage in religious proselytizing or religious counseling in any program receiving Federal funds),
- Has provided a Federal Employer Identification Number (FEIN) to EFSP,
- Has provided a Data Universal Number System (DUNS) number issued by Dun & Bradstreet (D&B) and required associated information to EFSP,
- Will not charge a fee to clients for EFSP funded services,
- Has a voluntary board if private, not-for-profit,
- Will comply with the Phase 29 Responsibilities & Requirements Manual, particularly the Eligible and Ineligible Costs section, and will inform appropriate staff or volunteers of EFSP requirements,
- Will provide all required information to the Fiscal Agent/Fiscal Conduit,
- Will incur expenses for eligible program costs and will submit complete, accurate documentation on all expenditures to the Fiscal Agent/Fiscal Conduit for payment to the vendors,
- Will spend all funds and close-out the program by the jurisdiction's selected end-of-program date, and
- Has no known EFSP compliance exceptions in this or any other jurisdiction.

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**Signature:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**LRO ID#:** \_\_\_\_\_ **FEIN#:** \_\_\_\_\_ **DUNS #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_